

# By-Laws of the American Association of Theatre Organ Enthusiasts

## PREAMBLE

Article 1. The name of the association shall be, "The American Association of Theatre Organ Enthusiasts", hereinafter referred to as ATOE.

Article 2. The Association shall be a non-profit organization devoted entirely to furthering the ideals set forth in Article 3.

Article 3. The purposes for which this Association is formed are: To Preserve the Tradition of the Theatre Organ, to Further the Understanding of the Instrument and its Music, and to have published a periodical to be called "THEATRE ORGAN".

Article 4. It is hereby expressly stated that the use of the name of the Association (ATOE), the publication "THEATRE ORGAN", or its letterhead must be for the good of all the group and not for personal gain and that the Officers of the local Chapters will be held responsible for any such use, in poor taste, of the good name of ATOE.

The following by-laws are the result of efforts and desires of the ATOE to accomplish these objectives:

## SECTION I. MEMBERSHIP

Article 1. The membership of the association shall consist of individuals interested in furthering the purposes of the Association as stated in Article 3 of the Preamble, and spouse.

Article 2. There shall be two classes of membership, to be known as regular and Charter. The rights and privileges of each class of membership shall be the same and identical.

Article 3. An honorary member shall be chosen by the members at the Annual Meeting of Members, each year, who will enjoy the privileges of membership without the payment of dues for the ensuing fiscal year, and who shall serve as an honorary member of the Board of Directors with power to vote for the ensuing fiscal year.

## SECTION II MEETINGS OF MEMBERS AND DIRECTORS

Article 1. The policies of ATOE shall be determined at an Annual Meeting of Members, to be held on a date and place to be designated by the Board of Directors.

Article 2. A special meeting of members may be called by the President, with the approval of the Board of Directors, and shall be called by him at the written request of twenty-five (25) members, at a place to be designated by the President.

Article 3. Meetings of the Board of Directors shall be held at least once each year immediately after the Annual Meeting of Members and at any other time necessary to handle the affairs of ATOE, as determined by the Executive Officers.

Article 4. At least five (5) members of the Board of Directors, including one of the Executive Officers, shall constitute a quorum for a meeting of the Board of Directors.

Article 5. The members present at an Annual or Special Meeting of Members shall constitute a quorum.

Article 6. No written notices of either the meetings of members or the meetings of the Board of Directors shall be required, except for the Annual Meeting of Members, and as may be provided for elsewhere in these by-laws.

## SECTION III ADMINISTRATION

Article 1. The business and property of the Association shall be administered by the Board of Directors consisting of nine (9) members elected by the members at the Annual Meeting of Members, eleven (11) chapter chairmen and the honorary member as provided in Section 1, Article 3.

Article 2. The Executive Officers of this association shall consist of the President, Vice-President, Secretary-Treasurer, Editor, and Assistant Editor, all of whom shall be elected by the Board of Directors at the Annual Meeting of the Board of Directors. The Executive Officers shall be elected from among the directors and shall serve for a term of one year, with no limit on the number of terms to which they may be re-elected.

Article 3. Five (5) members of the Board of Directors shall be elected at the Annual Meeting of Members held on the odd-numbered years, and four (4) members of the Board of Directors shall be elected at the Annual Meeting of Members held on the even-numbered years.

Article 4. Duties of the Executive Officers and the Board of Directors.

### THE PRESIDENT

1. Preside at all meetings of Members

and Directors of ATOE, or arrange for a presiding chairman in his absence or as the situation may dictate.

2. Call together meetings of the members and those meetings of a special nature on approval of the Board of Directors.

3. To act on matters of policy and business relating to the Association and the publication when approval from the Board of Directors is impossible to obtain on short notice and the delay in obtaining such approval would result in a hardship to the best interests of the Association or its publication.

4. To appoint such committees and individuals as he deems necessary in aiding him in his efforts to carry out the business of ATOE.

### The VICE-PRESIDENT

1. To assist the President.

2. To assume the duties of the President in his absence.

### The SECRETARY-TREASURER

1. To take care of correspondence relative to the finances and records of the Association.

2. To assist others in the preparation of reports.

3. To keep account of receipts and expenditures of the Association.

4. To sign checks and otherwise disburse the monies of the Association in payment of debts accrued by the Association.

5. To report on the finances of the Association at the meetings or at the request of the President or the Board of Directors.

6. To prepare written reports annually

(continued on next page)

## A.T.O.E. FINANCIAL REPORT FOR THE YEAR ENDED DECEMBER 31, 1960

### INCOME:

1959 Dues Received	\$ 653.36
1960 Dues Received	3,804.74
Prepaid Dues	319.00
Charter Fees	15.00
Advertising Income	678.10
Total Income	\$ 5,470.20
Cash on Hand, January 1, 1960	<u>2,031.25</u>
Total Income and Cash on Hand	\$ 7,501.45

### EXPENDITURES:

Printing Volume I, Nos. 2, 3, 4	\$ 2,084.69
Printing Volume II, Nos. 1, 2, 3	1,791.44
Magazine Layout Volume II, Nos. 1, 2, 3	240.00
Office Supplies, Telephone and Postage	692.18
Accounting	250.00
Advertising	100.34
Cinema Organ Fund Donation	25.00
Miscellaneous	70.30
Annual Meeting - Salt Lake City	296.17
Total Expenditures	\$ 5,550.12
Cash On Hand December 31, 1960	\$ 1,951.33

### Accounts Payable Volume II, No. 4

Printing	\$ 533.00
Layout	<u>80.00</u>
	\$ 613.00
Cash Balance after paying for Volume II, No. 4	\$ 1,338.33